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\ A method for centrally managing documents in a client server system comprising the steps of:

coupling to a server system with a database, one or more client systems over a network;

linking the server to a telephone system;

receiving at least one identifier over the telephone system for a document to be stored from a user's fax machine in the database;

receiving a kax reception over the telephone system from at least one user's fax machine of at least one document corresponding to the at least one identifier received; and

storing the fax reception of the at least one document with the at least one identifier in the database, wherein the identifier associated with the at least one document and the identifier is capable of being searched in the database.

2. A method for centrally managing documents according to claim 1, further comprising the steps of:

receiving a search request for at least one identifier of at least one document from at least one of the one or more clients over the network;

searching the database based upon the search request received; and presenting the results of the search of the database to the at least one of the one or more clients over the network.

3. A method for centrally managing documents according to claim 2, further comprising the steps of:

receiving a selection from the at least one of the one or more clients over the network of the results presented;

presenting an image of the document stored in the database over the network to

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- the at least one of the one or more clients wherein the image corresponds to the 1 2 selection of the results of the search.
 - A method for centrally managing documents according to claim 2, further 4. comprising the steps of:

receiving a selection from the at least one of the one or more clients over the network of the results presented;

presenting an image of the document stored in the database over the network to the at least one of the one or more clients wherein the image corresponds to the selection of the results of the search.

- 5. A method for centrally managing documents according to claim 4, wherein the step of presenting an image includes presenting an image by sending the image to a fax machine that is under the control of a user of the at least one of the one or more clients.
- A method for centrally managing documents according to claim 4, further 6. comprising the step of:

receiving a security identifier from a user of the at least one or more of the clients: and wherein the step of presenting an image includes presenting an image only if the security identifier received is matched with a security identifier previously associated with the document.

7. A method for centrally managing documents according to claim 1, wherein in the step of receiving at least one identifier over the telephone system for a document includes receiving telephone keypad entry for selecting a predefined category.

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- 1 8. A method for centrally managing documents according to claim 1, wherein in the
- 2 step of receiving at least one identifier over the telephone system for a document
- includes receiving a voice response for selecting a predefined category.
- 1 9. A method for centrally managing documents according to claim 1, wherein in the
- 2 network is the Internet.

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10. A method for centrally managing documents in a client server system comprising the steps of:

coupling to a server system with a database to a telephone system;

receiving at least one identifier over the telephone system for a document to be stored from a user's fax machine in the database;

receiving a fax reception over the telephone system from at least one user's fax machine of at least one document corresponding to the at least one identifier received; and

storing the fax reception of the at least one document with the at least one identifier in the database, wherein the identifier associated with the at least one document and the identifier is capable of being searched in the database.

11. The method for centrally managing documents according to claim 8, further comprising the steps of:

receiving a search request for at least one identifier of at least one document from at least one of the one or more clients over the telephone system;

searching the database based upon the search request received; and presenting the results of the search of the database over the telephone system.

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12. A business method for centrally managing documents in a client server system comprising the steps of:

coupling to a server system with a database, a voice response system and a fax reception system to a telecommunications network;

using the voice response system, receiving a login request from a user over the telecommunications network using a client network unit;

determining if the user has an account and if the user does not have an account setting up an account with the user over the telecommunications network;

using the voice response system prompting the user for a category to be associate with a document to be faxed from the user using a voice response; and receiving a fax from the user of a document to be stored in the database that is associated with a category under an account for the user.

13. The business method for centrally managing documents according to claim 11, further comprising the steps of:

receiving a search request for at least one identifier of at least one document from the client network unit;

searching the database based upon the search request received; and presenting the results of the search of the database over the telephone system to the client network unit.

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14. A computer readable medium containing programming instructions for centrally managing documents in a client server system, the programming instructions comprising:

coupling to a server system with a database to a telephone system;

receiving at least one identifier over the telephone system for a document to be stored from a user's fax machine in the database;

receiving a fax reception over the telephone system from at least one user's fax machine of at least one document corresponding to the at least one identifier received; and

storing the fax reception of the at least one document with the at least one identifier in the database, wherein the identifier associated with the at least one document and the identifier is capable of being searched in the database.

15. The programming instructions of claim 14, further comprising the steps of:
receiving a search request for at least one identifier of at least one document
from at least one of the one or more clients over the telephone system;
searching the database based upon the search request received; and

presenting the results of the search of the database over the telephone system.

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- 16. A central fax storage and retrieval system for centrally managing documents over a telecommunications network:
 - a server coupled to a telecommunications network;
- a fax receiver coupled to the server for receiving faxes sent from a user's fax machine;

a telephone voice response system coupled to the server, the telephone response system having pre-recorded message prompts and voice recognition software for receiving user selections of the prerecorded message prompts, and the telephone response system receiving a message identifying a user; and

a database coupled to the server, the database capable of storing electronically faxes received from the user's fax machine along with user information including user selections and user identification.

- 17. The system according to claim 16, further comprising:
 a voice recognition system for identifying a user by the voice message received.
- 18. The system according to claim 17, wherein the voice recognition system converts user voice messages received into user information using speech-to-text algorithms tuned to telephony.